

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA  
#1 COURT SQUARE, SUITE 203  
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, DECEMBER 19, 2013

PRESENT: WAYNE DUNN, PRESIDENT  
STEPHEN GAINER, COMMISSIONER  
DAVID BLAIR COUCH, COMMISSIONER

At 9:00 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved minutes from December 2 and 3, 2013.

**AGENDA AND DISCUSSION ITEMS**

At 9:02 A.M., the County Commission held a hearing in regard to the Robert Clevenger Estate. The hearing was continued until January 16, 2013 at 9:30 a.m. (Probate Order)

At 9:49 A.M., the County Commission held a hearing in regard to the Betty Taylor Estate. Howard Taylor, Executor, requested that a claim be disallowed in said Estate. After review of the Final Settlement, the commission determined that all monies have been distributed according to WV State Code; therefore said claim was disallowed and the Final Settlement was accepted. (Probate Order)

At 10:00 A.M., the County Commission held a hearing in regard to the Deloris Jean Sheltz Estate. Robert S. Fluharty, Jr., attorney for Danny Sheltz, requested that Raymond W. Thorn, Administrator, be removed from said Estate. Upon review of the Petition the commission denied said Petition. (Probate Order)

At 10:27 A.M., the County Commission held a hearing in regard to the Paul John McGivern Estate. Julie A. Vincent was requesting that the Sheriff, K.D. Merritt, be removed as Administrator

CTA DBN, and she be appointed. The commission determined that the hearing be continued until January 16, 2013 at 9:45 A.M.

At 10:32 A.M., the County Commission held a hearing in regard to the Kevin Michael Radcliff Estate. Appeared was C. Blaine Myers, attorney for James K. Yost, also present. Also appeared was Kent Woofter, Administrator of the Estate of Kevin Michael Radcliff, who requested that the jurisdiction of this estate be changed to Monongalia County and that the will be validated. James K. Yost, and counsel C. Blaine Myers, stipulated jurisdiction should be Wood County. The commission determined that the hearing be continued until January 23, 2013 at 10:15 A.M. for validity of the Will. (Probate Order)

The County Commission reappointed Kevin Roberts and Steve Valentine to the Wood County Planning Commission. (Order A/1223)

The County Commission reappointed Robert Enoch and Gary Traugh to the Fort Boreman Historical Park Commission. (Order A/1224)

The County Commission announced that a vacancy exists on the Enforcement Agency for the Abandoned Building Ordinance. (Order A/1225)

The County Commission was made aware that Angela Schmidle, Suzzi Hall, Teresa Pickens and Charlie has should be removed from the Wood County Commission on Crime, Delinquency and Correction. Derek Snyder should be added. (Order A/1226)

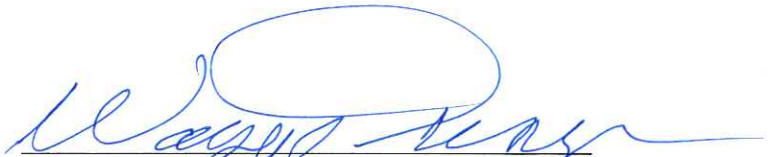
#### **ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/2629, M/2630, M/2631, M/2632, M/2633, M/2634, M/2635, A/1223, A/1224, A/1225, A/1226

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 11:13 A.M.

APPROVED:

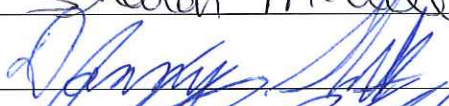

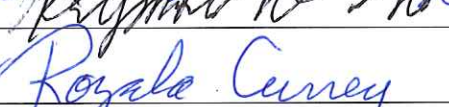
THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President  
Stephen Gainer, Commissioner  
David Blair Couch, Commissioner

To listen to this meeting, please refer to DVD labeled December 16, 2013.

Wood County Commission Meeting  
Held December 19, 2013

Please Print

1.	Patricia Clevenger
2.	Howard Taylor
3.	Sharon McCullough
4.	
5.	
6.	
7.	Rozala Currey
8.	JAMES YOST
9.	CBRAINE MYERS
10.	Kent Weaver
11.	Ronald F. Eakle
12.	David Atkinson
13.	Jason Whorton
14.	
15.	
16.	
17.	
18.	
19.	
20.	





# Wood County Commission Agenda

12/19/2013

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:00 AM	Administrator's Report	Marty Seufer, County Administrator
9:45 AM	Estate of Betty I. Taylor – request to have claim disallowed (continued from 11/21/13)	Howard Taylor, Administrator
10:00 AM	Estate of Deloris J. Sheltz – request to remove Administrator	Robert Fluharty, Attorney
10:10 AM	Estate of Paul McGivern – request to remove Sheriff as Administrator CTADBN and appoint Julie A. Vincent, sister, as Administratrix	Jason Wharton, Prosecuting Attorney and William Crichton, Attorney
10:15 AM	Estate of Kevin Radcliff – request to remove Administrator Kent Woofter and jurisdiction	James Yost
	Consider appointment of Steve Valentine and Kevin Roberts to the Wood County Planning Commission	
	Consider appointment of Gary Traugh and Robert Enoch to the Fort Boreman Historical Park Commission	
	Consider announcing vacancies and nominations for the Wood County Development Authority	
	Discuss Sundowner Gun Range	
	Discuss Health Department appointment to the Abandoned and Dilapidated Building Commission	
	County Commissioners' Reports	

**Exhibit 1**

**Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.**

**Budget revisions**

**Purchase orders and requisitions**

**Revisions, reimbursement requests, resolutions and correspondence for grants**

**Grant disbursements to other entities**

**Invoices for expenditures to be paid**

**Reimbursements for travel expenses**

**Bid specifications and procedures for bids previously authorized by the Commission**

**Monthly Hotel Occupancy Tax Collection disbursements**

**Disbursements for previously approved Innovative Programming Grants**

**Tax refunds, exonerations, improprieties and consolidations**

**Probate items, including settlements, petitions and Fiduciary Commissioner reports**

**General Fund disbursements to entities**

**Funding requests from local organizations by written form**

**Payroll modification as submitted by elected officials**

12/19/13  
70/407

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED WAYNE DUNN, AS PRESIDENT, TO EXECUTE ALL DOCUMENTS IN REGARD TO THE COMMUNITY PARTICIPATION PROGRAM FOR THE WASHINGTON AVENUE HISTORIC ASSOCIATION.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Steve Gainer and made unanimous by Wayne Dunn, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE all necessary documents in regard to the Governor's Community Partnership Grant Program application for the Washington Avenue Historic Association Park Entrances Project #14LEDA0274 in the amount of three thousand dollars and zero cents (\$3,000.00).

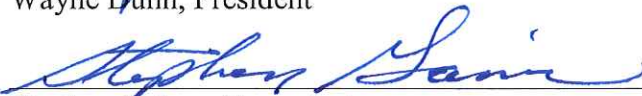
Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

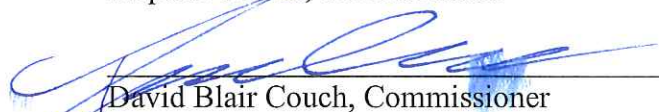
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2629



DECEMBER 19, 2013

12/19/13

70/407

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

**COPY**

**RESOLUTION**

**WHEREAS**, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

**WHEREAS**, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

**WHEREAS**, the County Commission of Wood County is an eligible applicant; and

**WHEREAS**, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,


**NOW THEREFORE, BE IT RESOLVED**, that Wayne Dunn, in his official capacity as President, is authorized to execute all necessary documents in regard to the Governor's Community Partnership Program application for the following project:

**WASHINGTON AVENUE HISTORIC ASSOCIATION PARK ENTRANCES  
(#14LEDA0274) - \$3,000.00**

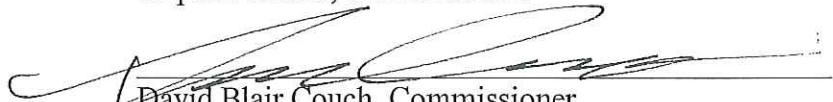
**RESOLVED** this 19<sup>th</sup> day of **DECEMBER, 2013**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on December 19, 2013.

  
Mark Rhodes, County Clerk



12/19/13  
72/406

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN  
REFERENCE TO BUDGET REVISION NO. 4 IN THE GENERAL  
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2013/2014.


**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 4 in the General County Fund Budget for the fiscal year 2013/2014. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Wayne Dunn, President of the Wood County Commission.

A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

M/2630

LGSD BR (Rev. 2013)

Ora Ash, Director  
West Virginia State Auditor's Office  
200 West Main Street  
Clarksburg, WV 26302  
Phone: 627-2415 ext. 5114  
Fax: 627-2417

**REQUEST FOR REVISION TO APPROVED BUDGET**

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Wood County Commission

GOVERNMENT ENTITY

CONTROL NUMBER

2013/2014

FY

1

FUND

4

REV. NO.

1 of 1

PG. OF NO.

Person To Contact Regarding

Budget Revision: Melody RossPhone: 304-424-1854Fax: 304-424-1809

PO Box 1474

STREET OR PO BOX

Parkersburg

WV

26101

CITY

ZIP CODE

COUNTY

Government Type

**RECEIVED**  
DEC 17 2013

REVISED  
Glen B. Gainer, III  
Amount Auditor

**REVENUES: (net each acct.)**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
382	Refunds/Reimbursements (External Sources)	335,581	20,866		356,447
327	Charges for Services	79,530	4,469		83,999
322	Federal Grants	350,149	609,600		959,749
366	Miscellaneous Revenue	27,650	1,000		28,650
398	Transfers from Rainy Day Funds		750,000		750,000
	#N/A				

**NET INCREASE/(DECREASE) Revenues (ALL PAGES)**

1,385,935

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

**EXPENDITURES: (net each account category)**

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
405	Prosecuting Attorney	1,261,837	43		1,261,880
702	Reimbursable Jail Costs	764,689	2,575		767,264
700	Sheriff-Law Enforcement	3,527,829	23,313		3,551,142
699	Contingencies	71,742		561	71,181
442	Federal Grants	300,000	610,161		910,161
401	County Commission	2,664,752	404		2,665,156
698	Transfers/Reim. (Audit Findings)		750,000		750,000
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

**NET INCREASE/(DECREASE) Expenditures**

1,385,935

APPROVED BY THE STATE AUDITOR

BY: Ora Ash/Karen  
Director, Local Government Services Division

Date

12/17/2013

Wayne L. Grier  
AUTHORIZED SIGNATURE  
OF ENTITY

12/16/2013  
APPROVAL  
DATE



DECEMBER 19, 2013

12/19/13  
70/408

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F14-HS-03-405e. SAID REQUEST IS IN THE AMOUNT OF \$120.76

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F14-HS-03-405e. The Request for Reimbursement is in the amount of one hundred twenty dollars and seventy-six cents (\$120.76) for the month of November, 2013. The Request for Reimbursement form, time sheets for the Wood County Sheriff's Department, the Project Financial Report, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

# GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/13

70/408

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **One Court Square, Suite 203  
Parkersburg, WV 26101**

P. O. Number **MV1403**

Grant Number: **F14-HS-03-405e**

FEIN Number: **556 000 417**

Funds are hereby requested to cover expenditures  
For the period of: **11/1/13 - 11/30/13**

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$120.76
<b>TOTAL</b>	<b>\$120.76</b>

### CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY: **Wayne Dunn, President, Wood Cty. Comm**

*[Signature]* 12/19/2013

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

## GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

### ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

### Purchasing/Accounts Payable Use Only



DECEMBER 19, 2013

12/19/13  
70/408

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F14-HS-03-2011. SAID REQUEST IS IN THE AMOUNT OF \$308.94

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F14-HS-03-2011. The Request for Reimbursement is in the amount of three hundred eight dollars and ninety-four cents (\$308.94) for the month of November, 2013. The Request for Reimbursement form, time sheets for the Roane County Sheriff's Department, the Project Financial Report, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

M/2632

# GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/13

70/408

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **One Court Square, Suite 203  
Parkersburg, WV 26101**

P. O. Number **MV1403**

Grant Number: **F14HS-03-2011**

FEIN Number: **556 000 417**

Funds are hereby requested to cover expenditures  
For the period of: **11/1/13 - 11/30/13**

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$308.94
<b>TOTAL</b>	<b>\$308.94</b>

### CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY: **Wayne Dunn, President, Wood Cty. Comm** 12/19/2013

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

## GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

### ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

### Purchasing/Accounts Payable Use Only

DECEMBER 19, 2013

12/19/13  
70/408

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F14-HS-03-405b. SAID REQUEST IS IN THE AMOUNT OF \$513.97

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F14-HS-03-405b. The Request for Reimbursement is in the amount of five hundred thirteen dollars and ninety-seven cents (\$513.97) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Williamstown Police Department, the Harrisville Police Department, the Wood County Sheriff's Department, the West Union Police Department, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner



# GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/13

70/408

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **One Court Square, Suite 203  
Parkersburg, WV 26101**

P. O. Number **MV1403**

Grant Number: **F14HS-03-405.b**

FEIN Number: **556 000 417**


Funds are hereby requested to cover expenditures  
For the period of: **11/1/13 - 11/30/13**

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$513.97
<b>TOTAL</b>	<b>\$513.97</b>

### CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY: **Wayne Dunn, President, Wood Cty. Comm**  **12/19/2013**

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

## GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

### ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

### Purchasing/Accounts Payable Use Only



DECEMBER 19, 2013

12/19/13  
70/409

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F14-HS-03-154. SAID REQUEST IS IN THE AMOUNT OF \$1,752.37

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F14-HS-03-154. The Request for Reimbursement is in the amount of one thousand seven hundred fifty-two dollars and thirty-seven cents (\$1,752.37) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Doddridge County Sheriff's Department, the Roane County Sheriff's Department, the West Union Police Department, the Harrisville Police Department, the Spencer Police Department, the Wood County Sheriff's Department, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

# GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/13

70/409

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	<b>Sub-Grantee:</b>	<b>Wood County Commission</b>
	<b>Address:</b>	<b>One Court Square, Suite 203 Parkersburg, WV 26101</b>
	<b>P. O. Number</b>	<b>MV1403</b>
	<b>Grant Number:</b>	<b>F14-HS-03-154</b>
	<b>FEIN Number:</b>	<b>556 000 417</b>
	<b>Funds are hereby requested to cover expenditures</b>	
	<b>For the period of: 11/1/13 - 11/30/13</b>	

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$1,752.37
<b>TOTAL</b>	<b>\$ 1,752.37</b>

### CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY:

Wayne Dunn, President

12/19/2013

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

## GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

### ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

### Purchasing/Accounts Payable Use Only

DECEMBER 19, 2013

12/19/13

70/408

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F14-HS-03-410. SAID REQUEST IS IN THE AMOUNT OF \$130.40

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F14-HS-03-410. The Request for Reimbursement is in the amount of one hundred thirty dollars and forty cents (\$130.40) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Wood County Sheriff's Department, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2635



# GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/13

70/408

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1403
	Grant Number:	FHS-14-03-410
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of: 11/1/13 - 11/30/13	

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$130.40
TOTAL	\$130.40

### CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY:

Wayne Dunn, President

12/19/2013

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

## GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

### ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

### Purchasing/Accounts Payable Use Only



12/19/13  
70/408

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED KEVIN ROBERTS  
AND STEVE VALENTINE TO THE WOOD COUNTY  
PLANNING COMMISSION.


**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, reappointed Kevin Roberts and Steve Valentine to the Wood County Planning Commission. Said reappointments are due to the fact that the terms of Kevin Roberts and Steve Valentine expire on December 31, 2013 and are further pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

The new terms will expire December 31, 2016.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

A/1223

12/19/13  
70/409

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION REAPPOINTED ROBERT ENOCH,  
AND GARY TRAUGH TO THE FORT BOREMAN HISTORICAL  
PARK COMMISSION.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, reappointed Robert Enoch and Gary Traugh to the Fort Boreman Historical Park Commission. Said reappointments are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. The new terms for will expire December 31, 2017.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

A/1224

12/19/13  
70/410

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A  
VACANCY EXISTS ON THE ENFORCEMENT AGENCY FOR  
THE ABANDONED BUILDING ORDINANCE.

**ORDER**

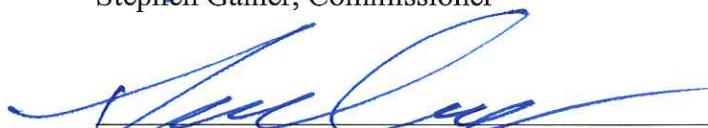
On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by David Blair Couch and made unanimous by Stephen Gainer, announced that a vacancy exists on the Enforcement Agency for the Abandoned Building Ordinance. Said vacancy is due to the fact that Tim Miller is no longer with the Mid-Ohio Valley Health Department. Said vacancy is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

A/1225

12/19/13  
70/410

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS MADE AWARE THAT ANGELA SCHMIDLE, SUZZI HALL, TERESA PICKENS AND CHARLIE HASS SHOULD BE REMOVED FROM THE WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION. DEREK SNYDER SHOULD BE ADDED.

**ORDER**

On this date, the County Commission of Wood County was made aware of the removal of Angela Schmidle, Suzzi Hall, Teresa Pickens and Charlie Hasse should be removed from the Wood County Commission on Crime, Delinquency and Correction. Derek Snyder should be added. Jane Burdette, by fax, informed the Commission of these changes.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner



At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, December 19, 2013, Present, Wayne Dunn, President of said Commission, and Stephen Gainer and David Blair Couch, Commissioners.

The orders and proceedings of the previous sessions of this Commission, held on Monday, December 16, 2013, were read before the Commission, approved and ordered signed.

IN RE: ESTATE OF ROBERT W. CLEVINGER, DECEASED (HEARING CONTINUED)

This day came PATRICIA J. CLEVINGER, heir of the Estate of ROBERT W. CLEVINGER, deceased, in regard to hearing held Thursday, December 19, 2013, at 9:30 o'clock A.M., to object to the Final Settlement. Now the County Commission finds after hearing testimony from PATRICIA J. CLEVINGER, heir of said Estate continued hearing until the 16<sup>th</sup> day of January, 2014, at 9:30 o'clock, A.M.

IN RE: ESTATE OF BETTY L. TAYLOR, DECEASED (HEARING TO DISALLOW CLAIM)

This day came HOWARD TAYLOR, Executor of the Estate of BETTY L. TAYLOR, deceased, before the County Commission, in regard to a hearing that was set for 9:45 A.M., Thursday, December 19, 2013, in regard to having a claim disallowed in said Estate. Now, the Commission finds after reviewing the Final Settlement, in said Estate, determines that all monies have been distributed according to West Virginia Code.

Therefore, it is determined that said claim that was filed is hereby disallowed, and the Final Settlement has been accepted.

# ORDERS-Wood County Commission, West Virginia

THURSDAY, DECEMBER 19, 2013

OCTOBER Term,

EIGHTEENTH

Day

DECEMBER 20 13

IN RE: ESTATE OF DELORES JEAN SHELZ, DECEASED (ORDER COUNTY COMMISSION - REMOVE ADMINISTRATOR)

This day the 19<sup>th</sup> day of December, 2013, in a hearing held before the County Commission, Robert S. Fluharty, Jr, Attorney for Danny Sheltz, requesting that RAYMOND W. THORN, ADMINISTRATOR of the Estate of DELORES JEAN SHELZ deceased, be removed. Upon review of said Petition the County Commission hereby denied said Petition.

IN RE: ESTATE OF PAUL JOHN MCGIVERN, DECEASED. (HEARING CONTINUED)

This day came William Crichton, Attorney, in regard to a Petition for hearing on this the 19<sup>th</sup> day of December, 2013, at 10:10 o'clock, A.M., to request that the Sheriff, K.D. MERRITT, ADMINISTRATOR CTA DBN, be removed and Julie A. Vincent be appointed as Executrix.

Therefore, it is determined that this hearing will be continued to Thursday, the 16<sup>th</sup> day of January, 2014, at 9:45 o'clock, A.M.

IN RE: ESTATE OF KEVIN MICHAEL RADCLIFF, DECEASED (JUSISDICTION AND VALIDITY OF WILL)

This day came JAMES K. YOST, in person and by counsel, C. BLAINE MYERS, and also appeared KENT WOOFER, ADMINISTRATOR of the Estate of KEVIN MICHAEL RADCLIFF, deceased, in regard to a hearing held Thursday, December 19, 2013, at 10:15 o'clock, A.M., to request that the jurisdiction of this estate be changed to Monongalia County and that the Will be validated.

JAMES K. YOST, by his counsel, C. BLAINE MYERS, stipulated jurisdiction should be Wood County.

Therefore, it is determined that this hearing be continued to Thursday, the 23<sup>rd</sup> day of January, 2014, at 10:15 o'clock, A.M. for validity of the Will.

There appearing no further business to claim the attention of this Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Monday, December 23, 2013, at 9:00 o'clock A. M.

  
President

# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 1:21:19PM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1310	FSA	TASC	REGULAR	12/17/2013	285.78	
1311	MONPOWER	MON POWER	REGULAR		798.70	
154244	CARQUEST	CARQUEST	REGULAR		112.89	
154245	CHAPMAN	CHAPMAN PRINTING CO. INC	REGULAR		111.58	
154246	CITIZENS	CITIZENS CONSERVATION COR	REGULAR		11,877.45	
154247	CRYSTAL	CRYSTAL SPRING WATER	REGULAR		48.50	
154248	CUSTOMTRU	CUSTOM TRUCKS PLUS	REGULAR		1,369.00	
154249	CWS	CWS	REGULAR		58.43	
154250	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR		12,328.64	
154251	GLACIER	GLACIER MOUNTAIN BOTTLED	REGULAR		6.50	
154252	HORNOR	HORNOR & HARRISON	REGULAR		774.95	
154253	KESTERSON	KESTERSON CLEANERS	REGULAR		549.47	
154254	LEAF	LEAF	REGULAR		329.81	
154255	LEAVITT	LEAVITT FUNERAL HOME	REGULAR		250.00	
154256	MAHONE TI	MAHONE TIRE CO	REGULAR		1,893.85	
154257	MORRIS T	TOM MORRIS	REGULAR		1,602.15	
154258	ODEPOT	OFFICE DEPOT	REGULAR		637.94	
154259	P-LIBRARY	PARKERSBURG & WOOD COUNTY	REGULAR		5,922.64	
154260	POFFICE	PARKERSBURG OFFICE SUPPLY	REGULAR		2,284.40	
154261	PSI	PROFESSIONAL SERVICE INDU	REGULAR		224.00	
154262	RICOH	RICOH USA INC	REGULAR		188.68	
154263	SOFT WARE	SOFTWARE COMPUTER GROUP I	REGULAR		104.86	
154264	ST.JOSEPH'S A	ST JOSEPHS AMBULANCE SERV	REGULAR		711.50	
154265	STATE TAX	STATE TAX DEPARTMENT	REGULAR		19,347.87	
154266	SUDDENLINKD	SUDDENLINK	REGULAR		121.85	
154267	SUTPHIN	CINDY A. SUTPHIN	REGULAR		114.75	
154268	TOWN	TOWN SQUARE PARKING	REGULAR		120.00	
154269	UNITED BANK	UNITED BANKCARD CENTER	REGULAR		713.52	
154270	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR		314.32	
154271	USPS	UNITED STATES POSTAL SERV	REGULAR		140.00	
154272	VERIZONW	VERIZON WIRELESS	REGULAR		157.84	
154273	WEST	THOMSON REUTERS - WEST PA	REGULAR		735.48	
154274	WINANS	WINANS SERVICES	REGULAR		17,853.50	
154275	WORKINGMA	WORKINGMAN'S STORE	REGULAR		639.50	
154276	WVCGSIRP	WEST VIRGINIA COUNTIES RI	REGULAR		31,695.25	
154277	YONIS	MICHAEL F YONIS, III	REGULAR		16.10	

GENERAL FUND Bank Id 101 Totals

114,441.70

Report Totals

114,441.70





# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:13:36AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1047	UNITED NB	UNITED BANK LOAN PROCESSI	REGULAR	12/17/2013	3,258.27	
COAL SEVERANCE TAX Bank Id 201 Totals					3,258.27	
Report Totals					3,258.27	

A handwritten signature in black ink, appearing to be 'AEC' followed by a stylized 'PM' or similar mark.

# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:14:56AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
318	UNITED B	UNITED BANK	REGULAR	12/17/2013	453,438.07	
SPECIAL BLDG FUND Bank Id 244 Totals					453,438.07	
Report Totals					453,438.07	

A large, stylized handwritten signature, possibly reading 'Ago', followed by the initials 'P1'.

# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:16:14AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1054	GEN C0 FD	GENERAL COUNTY FUNDS	REGULAR	12/17/2013	233,568.65	
GENERAL SCHOOL FUND Bank Id 104 Totals					233,568.65	
Report Totals					233,568.65	





# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:17:32AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5492	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	12/17/2013	559.90	
ASSESSOR'S VALUATION Bank Id 156 Totals					559.90	
Report Totals					559.90	

*AS*  
*PM*

# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:18:47AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5777	CALL ONE	CALL ONE	REGULAR	12/17/2013	118.00	
5778	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR		142.96	
5779	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR		211.65	
5780	MSAG	MSAG DATA CONSULTANTS, IN	REGULAR		1,050.00	
5781	N0E OFFIC	N0E OFFICE EQUIPMENT	REGULAR		90.60	
5782	OGDEN	PARKERSBURG NEWS	REGULAR		243.00	
5783	VERIZONW	VERIZON WIRELESS	REGULAR		238.71	
E-911 FUND Bank Id 107 Totals					2,095.92	
Report Totals					2,095.92	

A large, stylized handwritten signature is written over the page. Below the signature, the initials 'PM' are written in a similar cursive style.

# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:19:57AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5391	CASEY	CASEY'S LANDSCAPING, LLC	REGULAR	12/17/2013	50.00	
5392	MICROGENICS	MICROGENICS CORPORATION	REGULAR		3,251.62	
5393	RICOH	RICOH USA INC	REGULAR		383.01	
5394	SUDDENLINK	SUDDENLINK	REGULAR		205.27	
5395	TYLER	TYLER MOUNTAIN WATER CO I	REGULAR		23.27	
5396	UNITED BANK	UNITED BANKCARD CENTER	REGULAR		84.70	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,997.87	
Report Totals					3,997.87	





# Check Register Report for Wood County Commission

Report Date/ Time: 12/17/2013 8:21:04AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3038	DIGITAL C	DIGITAL CONNECTIONS	REGULAR	12/17/2013	191.96	
3039	KESTERSON	KESTERSON CLEANERS	REGULAR		31.40	
HOME CONFINEMENT Bank Id 108 Totals					223.36	
Report Totals					223.36	

